

MEMORANDUM FOR: Headquarters Annexes Committee Representatives
(See Distribution)

FROM: Bruce T. Johnson
Chairman, Fine Arts Commission

SUBJECT: Headquarters Annexes Committee of the
Fine Arts Commission

1. Some months ago the Fine Arts Commission undertook to revitalize its Headquarters Annexes Committee. Letters were sent to senior managers in each of the annex buildings in the Washington area and the addressees of this memo were designated by their Office Directors as their representatives on that Committee.

STAT
2. Unfortunately, shortly after the letters went out, Mr. [REDACTED] the Chairman of the Committee, was required to undergo major surgery from which he has been convalescing for some months.

3. Please be assured of our continued interest in your participation in a program which will extend the work of the Fine Arts Commission to the various annex buildings for which you are the representatives. It is my hope that [REDACTED] will soon be fully recovered and back on the job. Even if he cannot be present, however, I plan to convene a meeting in October at which we might discuss programs of mutual interest.

STAT

4. Each of you is cordially invited to attend the next meeting of the Fine Arts Commission, now scheduled for 18 October. If you plan to attend, please advise my secretary, [REDACTED]

STAT

Bruce T. Johnson

STAT
cc: [REDACTED]

Distribution:

South Bldg

Key Bldg
Key Bldg
Ames Bldg
CofC Bldg

STAT

CH/FAC:BTJohnson:jtr [REDACTED] (26 August 1982)

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Approved For Release 2007/01/03 : CIA-RDP87-01130R000100100038-8

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Designation of Members of the Headquarters Annex Committee (U)

FROM:

D/OTS
203 South Bldg

EXTENSION

NO.

25X1

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. Chairman, FAC 2D00 Headquarters				
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ILLEGIB

CONFIDENTIAL

ODP-82-1222

20 AUG 1982

MEMORANDUM FOR: Chairman, Fine Arts Commission

FROM: M. Corley Wonus
Director of Technical ServiceSUBJECT: Designation of Members of the Headquarters
Annex Committee [redacted] 25X1REFERENCE: Chairman, FAC Memo to D/OTS dated 30 March 1982,
Same Subject

1. I am pleased to nominate [redacted] as the
 OTS representative to the FAC Annexes Committee. [redacted]
 has expressed her interest and enthusiasm to be an active
 participant of your committee. [redacted]

25X1

25X1

25X1

2. [redacted] is presently serving as the Executive Officer
 of our Chemical Imagery Division (CID) and as such has demon-
 strated her desire and concern for improving the work environ-
 ment of that Office. Prior to working in CID, [redacted] was assigned
 to our Graphics and Authentication Division as an Authentication
 Specialist. [redacted] is an amateur oil painter and a part-
 time aerobic dance instructor. She is working toward a Political
 Science Degree at George Mason College and the University of
 Virginia.

25X1

25X1

3. Given her varied background and interests, I am totally
 confident [redacted] will make an excellent member of your
 committee and represent OTS well.

25X1

25X1

M. Corley Wonus

25X1

CONFIDENTIAL

ODP # 82-506

8 APR 1982

MEMORANDUM FOR: Chairman, Fine Arts Commission

STAT FROM : [REDACTED]
Director of Development and Engineering

SUBJECT : Plaza Representative - Annexes Committee

Bruce,

STAT [REDACTED] of the Office of Development and
Engineering and a former chairman of the Fine Arts Commission
STAT will represent [REDACTED] on the Annexes Committee.

STAT

STAT

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ROUTING AND RECORD SHEET					
SUBJECT: (Optional) <input type="text"/> Designation to Serve on the Headquarters Annex Committee					
FROM: <input type="text"/> Director of Security 4E60, Headquarters		EXTENSION	NO.		
			DATE	12 APR 1982	
TO: (Officer designation, room number, and building)		DATE <small>RECEIVED FORWARDED</small>		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1.	Chair, FAC 2D00, HQS				
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S E C R E T

ODP # 82-524

12 APR 1982

MEMORANDUM FOR: Chairman, Fine Arts Commission

25X1

FROM: [REDACTED]
Director of Security

25X1

SUBJECT: [REDACTED] - Designation to Serve
on the Headquarters Annex Committee

1. Reference is made to your memorandum of 30 March 1982, which requested that the Office of Security designate an individual to represent [REDACTED] on the Headquarters Annex Committee of the Fine Arts Commission.

25X1

2. I am pleased to nominate [REDACTED] GS-08, to serve on this committee. After a varied career in government and private industry, [REDACTED] joined the Agency and the Office of Security in September 1976. She is currently serving as secretary and administrative assistant to the Deputy Director for Physical, Technical and Area Security. During her career with the Agency she has distinguished herself as being a dedicated, personable and highly skilled employee. These attributes, in conjunction with her interest in the Agency and her present responsibility of serving as liaison between Office of Security logistics officers [REDACTED] officials on housekeeping and minor maintenance matters affecting [REDACTED] Building, make her especially qualified to serve on the Headquarters Annex Committee.

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Attachment

Unclassified When Detached
From Secret Attachment

OS 2 0844-A

S E C R E T

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Designation of Members of the Headquarters Annex Committee

FROM: Daniel C. King
Director of Logistics

EXTENSION

NO.

OL 2 3002

DATE

6 JUL 1982

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Bruce T. Johnson 7 JUL 1982
C/Fine Arts Commission
2D00 Hqs.

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FORWARDED

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*Pls send copy to**and return orig to me
Thru*

STAT

CDP #82 949

6 JUL 1982

MEMORANDUM FOR: Bruce T. Johnson
Chairman, Fine Arts Commission

FROM: Daniel C. King
Director of Logistics

SUBJECT: Designation of Members of the Headquarters Annex Committee

REFERENCE: Memorandum for Director of Logistics from Chairman, Fine Arts Commission, dated 30 Mar 82, Same Subject (OL 2 1452)

STAT

1. In response to referent request, I would like to designate [redacted] Building's representative on the Headquarters Annex Committee.

[redacted] is currently assigned to the Supply Division, Office of Logistics, and has successfully completed a three-year curriculum from the International Institute of Interior Design. Prior to joining the Agency, [redacted] was employed as a commercial interior designer. I have attached a short summary of her background relating to fine arts.

STAT

STAT

STAT

Daniel C. King

Attachment

OL 2 3002

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Designation of Members of the Headquarters Annex Committee

STAT FRC [REDACTED] EXTENSION NO.
 CMS/OF [REDACTED]
 1213 Key Building

STAT DATE 18 May 1982

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. Bruce T. Johnson Chairman, Fine Arts Comm. 2 D 00 Hqs. (ODP)				
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ODP-82-690

18 May 1982

MEMORANDUM FOR: Bruce T. Johnson
Chairman, Fine Arts Committee

STAT

FROM: [REDACTED]
[REDACTED] Career Management Staff/OF

SUBJECT: Designation of Members of the Headquarters Annex
Committee

Please accept my apologies for the delay in responding to your request for names of peoples in Key Building to serve on the Fine Arts Committee.

STAT
STAT

The Office of Finance will be represented by the undersigned and FBIS has asked [REDACTED] to serve as their representative. Both [REDACTED] and I look forward to having an opportunity to meet with you and your committee to suggests ways in which to enhance the work environment in Key Building. [REDACTED]

[REDACTED]
STAT
STAT

[REDACTED]
STAT

[REDACTED]
AD/CMO/OF

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Designation of Member of the Headquarters Annexes Committee

FROM:

Director of Information Services
1206 Ames Building

EXTENSION

NO.

21 APR 1982

TO: (Officer designation, room number, and building)

DATE

RECEIVED FORWARDER

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/ODP
2D0105 Headquarters

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ODP # 82-568

21 APR 1982

MEMORANDUM FOR: Bruce T. Johnson
Chairman, Fine Arts Commission

STAT

FROM: [REDACTED]
Director of Information Services

SUBJECT: Designation of Member of the Headquarters
Annexes Committee

REFERENCE: Your memorandum dated 30 March 1982; Same Subject

1. We are happy to designate [REDACTED] as the
representative from the Office of Information Services to serve on the
Annexes Committee of the Fine Arts Commission.

STAT

2. We believe [REDACTED] has the interest and qualifications to
serve on the Annexes Committee. She has served the Agency for many years.
Her assignments have caused her to work in and visit most of the Agency
Annexes, and have given her a chance to observe their varied appearance
and work environment. She has traveled extensively and has an appreciation
for the decorative arts in different areas of the world, studied flower
arrangement in Japan for several years, and maintains an interest in modern
office arrangement through attendance at office equipment shows and the
reading of technical magazines.

3. We have also been in contact with the Office of Personnel and the
Office of Research and Development to ask them to nominate candidates to
work [REDACTED] on a mini-Ames Building Annex Committee. We believe
we will soon be ready to address the environmental functions in the Ames
Building.

STAT

cc: D/ORD
D/OP
DDA
SAAC/SP/OP



ROUTING AND RECORD SHEET

SUBJECT: (Optional)

STAT

FROM:		EXTENSION	NO.
D/OTE 1026 CofC			OTE 82-1082
		DATE	STAT 17 August 1982
TO: (Officer designation, room number, and building)		RECEIVED FORWARDER	OFFICER'S INITIALS
1. Mr. Bruce Johnson, Chairman Fine Arts Commission 2D00 Hqs			
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COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)			

ODP-82-1200

OTE 82-1082

17 August 1982

MEMORANDUM FOR: Chairman, Fine Arts Commission

STAT FROM: [REDACTED]

Director of Training and Education

SUBJECT: Designation of Members to the Headquarters
Annexes CommitteeREFERENCE: Your Memorandum to D/OTE, Same Subject,
dated 30 March 1982

1. The Office of Training and Education designates [REDACTED]
 to represent the Chamber of Commerce Building on the Headquarters Annexes
 Committee of the Fine Arts Commission (FAC). [REDACTED] currently
 serves on the FAC and has readily agreed to this appointment.

2. As a member of the FAC, [REDACTED] background is known
 to the Commission. We have not, therefore, attached any background
 information. [REDACTED] continues to teach art on an extracurricular
 basis and participates in exhibits/seminars to keep up with current art
 trends.

3. [REDACTED] is located in Room 806 Chamber of Commerce
 Building and can be reached [REDACTED]

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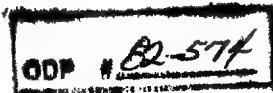


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NPIC/D-153-82

26 APR 1982

MEMORANDUM FOR: Bruce T. Johnson
Chairman, Fine Arts Commission
STAT

FROM: [REDACTED]
Executive Officer, NPIC

SUBJECT : Designation of Members of the Headquarters Annex Committee

REFERENCE : Memo to D/NPIC, from Chairman, Fine Arts Commission,
Dated 30 March 1982; Same Subject

STAT

1. For many years NPIC has had an active Fine Arts Committee composed of individuals who are dedicated to improving the atmosphere and appearance [REDACTED] The previous chairman of this group transferred to another government agency in late April, and [REDACTED] was selected to replace him in this role. In addition, [REDACTED] of the Production Services Group, NPIC, has also now been designated as [REDACTED] representative on the Fine Arts Commission's Headquarters Annexes Committee. Background data, interests and qualifications of Ms. [REDACTED] are as follows:

[REDACTED]

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ODP # 82-506

8 APR 1982

MEMORANDUM FOR: Chairman, Fine Arts Commission

STAT FROM :

Director of Development and Engineering

STAT SUBJECT

[REDACTED] Representative - Annexes Committee

STAT Bruce,

[REDACTED] of the Office of Development and
Engineering and a former chairman of the Fine Arts Commission
will represent [REDACTED] on the Annexes Committee.

STAT

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S E C R E T

ODP # 82-524

12 APR 1982

MEMORANDUM FOR: Chairman, Fine Arts Commission

25X1
FROM: [REDACTED]
Director of Security

25X1
SUBJECT: [REDACTED] - Designation to Serve
on the Headquarters Annex Committee

25X1
1. Reference is made to your memorandum of 30 March 1982, which requested that the Office of Security designate an individual to represent [REDACTED] Building on the Headquarters Annex Committee of the Fine Arts Commission.

2. I am pleased to nominate [REDACTED], GS-08, to serve on this committee. After a varied career in government and private industry, [REDACTED] joined the Agency and the Office of Security in September 1976. She is currently serving as secretary and administrative assistant to the Deputy Director for Physical, Technical and Area Security. During her career with the Agency she has distinguished herself as being a dedicated, personable and highly skilled employee. These attributes, in conjunction with her interest in the Agency and her present responsibility of serving as liaison between Office of Security logistics officers [REDACTED] officials on housekeeping and minor maintenance matters affecting [REDACTED] Building, make her especially qualified to serve on [REDACTED] Headquarters Annex Committee. [REDACTED]

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Attachment

Unclassified When Detached
From Secret Attachment

OS 2 0844-A

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OPR 82-568

21 APR 1982

MEMORANDUM FOR: Bruce T. Johnson
Chairman, Fine Arts Commission

STAT FROM: [REDACTED]
DIRECTOR OF INFORMATION SERVICES

SUBJECT: Designation of Member of the Headquarters
Annexes Committee

REFERENCE: Your memorandum dated 30 March 1982; Same Subject

1. We are happy to designate [REDACTED] as the STAT
representative from the Office of Information Services to serve on the Annexes Committee of the Fine Arts Commission.

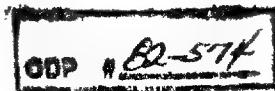
2. We believe that [REDACTED] has the interest and qualifications to STAT
serve on the Annexes Committee. She has served the Agency for many years.
Her assignments have caused her to work in and visit most of the Agency Annexes, and have given her a chance to observe their varied appearance and work environment. She has traveled extensively and has an appreciation for the decorative arts in different areas of the world, studied flower arrangement in Japan for several years, and maintains an interest in modern office arrangement through attendance at office equipment shows and the reading of technical magazines.

3. We have also been in contact with the Office of Personnel and the Office of Research and Development to ask them to nominate candidates to work with [REDACTED] on a mini-Ames Building Annex Committee. We believe we will soon be ready to address the environmental functions in the Ames Building.

cc: D/ORD
D/OP
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SAAC/SP/OP



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NPIC/D-153-82

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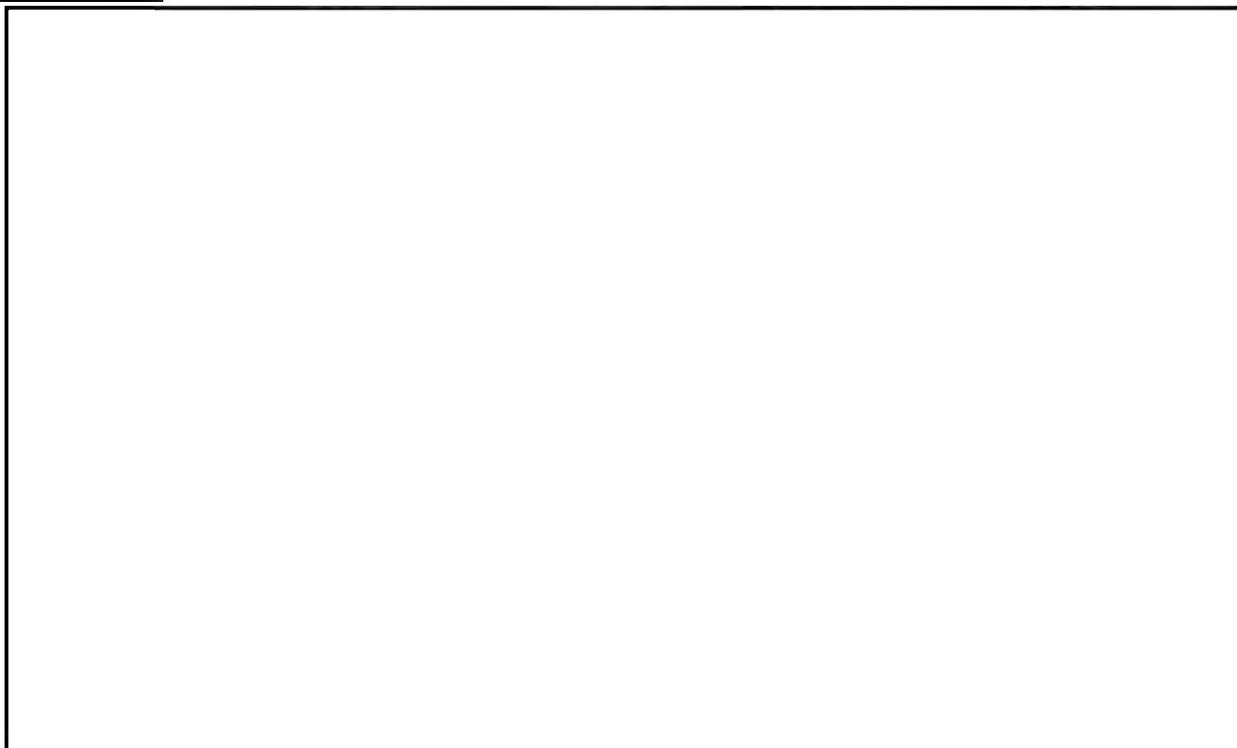
MEMORANDUM FOR: Bruce T. Johnson
Chairman, Fine Arts Commission

STAT FROM : [REDACTED]
Executive Officer, NPIC

SUBJECT : Designation of Members of the Headquarters Annex
Committee

REFERENCE : Memo to D/NPIC, from Chairman, Fine Arts Commission,
Dated 30 March 1982; Same Subject

1. For many years NPIC has had an active Fine Arts Committee composed of individuals who are dedicated to improving the atmosphere and appearance of [REDACTED]. The previous chairman of this group transferred to another government agency in late April, and [REDACTED] was selected to replace him in this role. In addition [REDACTED] of the Production Services Group, NPIC, has also now been designated as [REDACTED] representative on the Fine Arts Commission's Headquarters Annexes Committee. Background data, interests and qualifications of Ms. [REDACTED] are as follows:



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30 MAR 1982

MEMORANDUM FOR: Director of Technical Services
FROM: Bruce T. Johnson
Chairman, Fine Arts Commission
SUBJECT: Designation of Members of the Headquarters Annex Committee

1. The Pine Arts Commission (FAC) is most often identified with programs involving the Headquarters Building, but it has always had an interest in the other buildings in the Washington area occupied by CIA. The Headquarters Annexes Committee of the FAC was established to help focus this interest and ensure that personnel and managers in the annexes have ready access to the Commission. The committee is currently chaired by [redacted]

[redacted] who can be reached [redacted]

2. It is important to us to have representatives on the Annexes Committee who are interested in the task of creating and maintaining a work environment of which we can be proud, one that encourages communication and production and contributes to employee morale. It is equally important that each committee member have the active support of a senior manager resident in his/her building.

3. In an effort to revitalize the work of the Annexes Committee, we would like to ask you to designate someone from your office to represent 2430 E. Street on that committee. The candidate should be interested in improving the appearance of the building and have a reasonable amount of time to devote to the work of the committee.

4. If you do not now have a committee which addresses environmental functions in your building, you may wish to consider designating a few additional interested persons to work with the Annexes Committee member and assist him/her. These people would become, in effect, a mini-FAC focusing on the particular problems and opportunities to be found in your building. Whether such a committee already exists or is established in the future, we should seek to create a link between it and the person you designate to be a member of the FAC Annexes Committee.

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5. I attach a description of all of the FAC working committees to give you an idea of the range of our activities. If you have any questions regarding this program, please call me [redacted]. When you have selected your candidate, it would be helpful for us to receive a little background data describing the person's interests and qualifications.

/s/ Bruce T. Johnson

Bruce T. Johnson

Attachment:

As Stated

CC: DDA

O/D/ODP/BTJohnson:kf (29 March 82) (D)

Distribution:

1 - Addressee w/att.
1 - DDA w/att.

[redacted]
1 - O/D/ODP w/att.

STAT

~~ADMINISTRATIVE-INTERNAL USE ONLY~~

Revised 14 December 1981

Functions of Committees of the Fine Arts Commission

Interior Design. Act as focal point for matters of concern to the Fine Arts Commission that affect the aesthetics of the interior of Headquarters and other Agency buildings. Propose and evaluate programs aimed at improving building interiors. Recommend Commission action on interior changes proposed by OL, GSA, and Agency employees. Recommend Agency interior design standards and assist OL in monitoring adherence. Assist other committees in their programs, particularly Headquarters and Headquarters annex environmental committees.

Headquarters Exterior. Act as focal point for matters of concern to the Fine Arts Commission that affect the exterior of Headquarters Building and its grounds. Propose and evaluate programs aimed at improving Headquarters grounds. Assist OL in monitoring quality of work by GSA and its contractors on the building grounds.

Headquarters Environment. Encourage formation of and provide guidance to environmental committees in Headquarters organizational components. Assist these environmental committees in working with OL and GSA in carrying out programs for the improvement of the employees' work environment. Provide a communication channel between the Fine Arts Commission and Headquarters employees.

Headquarters Annexes. Act as focal point for matters of concern to the Fine Arts Commission that affect the employees' work environment in other Agency buildings in the Washington area. Encourage formation and provide guidance to environmental committees for these buildings. Assist these committees in working with OL, GSA, and building managers in carrying out programs for improvement of the employees' work environment. Provide a communication channel between the Fine Arts Commission and employees in these buildings.

Art. Recommend selection of works of art and their placement in public areas in Headquarters and other Agency buildings. Work with donors and other sources and with OL on acquisition, insurance, security, funding, and related matters. Provide guidance to OL in administering programs to provide wall hangings for non-public areas.

Exhibits. Recommend and schedule exhibits for the 1D corridor in Headquarters. Work with exhibit sponsors on exhibit content, logistics, insurance, etc. Coordinate with OL on installation and dismantling of exhibits, insurance and other exhibit expenses.

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